

Vergennes Township- 10381 Bailey Dr. Lowell, MI 49331

Special Board Meeting

Meeting Held at 69 Lincoln Lake, Lowell, MI 49331

November 4, 2019

MINUTES

A Special Meeting of the Vergennes Township Board was held on November 4, 2019 at 9 a.m at the building located at 69 Lincoln Lake, Lowell MI 49331 -future Vergennes Township Hall location. Present were Wittenbach, Hoffman, Mork, and Rasch & Gillett. The purpose of the meeting was to discuss three design options provided by Architect Spitzley of the remodel and addition to the 69 Lincoln Lake Building.

The Board held lengthy discussion with Architect Spitzley about the three design options and various design challenges and costs associated with each design.

- Design 1- Large Lobby addition. Kept Mechanical and Janitorial elements intact. New foundation required under the driveway area to allow for part of the current covered driveway area lobby to be incorporated into the current underpass. Possible Water issues with roof lines –3680 sf.
- Design 2-Moved the office area east of Design 1 and closer to current underpass- Kept mechanical and janitorial elements intact. Noted large lobby space- less than Design 1, 3510 sf.
- Design 3- Go through current lobby to access new office area to the north of the current building. Mechanical area and current HVAC units would be moved. Less square footage. 3180 sf

The Board held lengthy discussion about the three designs and various elements of each and all decided that Design 3 would be the best design. Spitzley will begin working to complete all drawings –construction, mechanical and electrical drawings to be ready to go to bid Mid-February 2020 with an April 2020 start build date.

The Township will work with their civil engineer on the grade of the building design.

A grant will be written to the Lowell Cable Endowment Fund to help with costs of the community room area. Tables, kitchen items, etc. grant for a generator were all items of discussion.

The board also discussed:

- The Assessor Assistant is leaving and will work on Wednesdays until further notice. There was discussion about who would help the assessor. Their rate of pay. There will be further discussion on this.
- Camera is needed for the Assessing Department.
- Noticing the township 19.43 acres of property for sale at 1120 Lincoln Lake Ave. with a press release to the Lowell Ledger and the First Look. A sign will be created to be

placed at the Township property. Bids will be due December 9, 2019. Minimum Bid will be \$200,000.

- Artic Heating/Furnace maintenance for the 69 Lincoln Lake building is needed.

Meeting was adjourned at 10:15 p.m.